

Exhibit 300 (BY2008)

PART ONE	
OVERVIEW	
1. Date of Submission:	2006-11-07
2. Agency:	015
3. Bureau:	45
4. Investment Name:	Travel Reimbursement and Accounting System (TRAS)
5. UPI:	015-45-01-01-01-2257-00
6. What kind of investment will this be in FY2008?	
Mixed Life Cycle	
7. What was the first budget year this investment was submitted to OMB?	
FY2001 or earlier	
8. Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap.	
<p>TRAS is a major application used to file travel and relocation authorizations and vouchers for IRS employees nation-wide. TRAS replaced IRS' paper system as a fully automated travel application and migrated to a web-based environment in 2001. TRAS collects, formats and transforms data into the accounting system, resulting in more accurate travel documents requiring less human resources than the former paper process. Supporting the FFMIA area "Compliance with Federal Financial Management System Requirements" TRAS provides the following: The identity of users is validated with login name/password security and re-authorization each time a document is signed. Travelers or preparers enter travel details using an intuitive graphical user interface. Federal and IRS travel regulations are applied during document input including applicable per diem and mileage rates. TRAS performs all computations, providing a comprehensive automated audit of all authorization and voucher documents. After electronic signature, documents are immediately available for review or for electronic transmission to the accounting system for processing and payment. Full two-way integration with the IRS accounting system along with electronic funds transfer ensures rapid payment to travelers - generally within 4-5 days after approval eliminating travel funds being allocated by advance requests. TRAS automates operations, record keeping and provides online reports. Reports available in real time, ensures current data is readily available, and provides better management of funds while eliminating improper payments. Voucher data is retained in a database for post-filing audit and supports the summarized data sent to the accounting system. Applicable taxes are computed and withheld on Long Term Taxable Travel vouchers and applicable taxable per diem. Access to travel documents and employee data is strictly controlled. TRAS is an operational system; and is currently in the Control phase of the CPIC process, and was re-selected by the Modernization Information Technology Services (MITS) Enterprise Governance Committee (MEG) as part of the Annual Portfolio Selection Process in 2004. TRAS is continuously monitored for cost, schedule, and project performance. During the most recent fiscal year the Investment Review Board approved funding for TRAS. In addition, the CFO reviewed the project's cost goal and the Procurement Executive reviewed the acquisition strategy.</p>	
9. Did the Agency's Executive/Investment Committee approve this request?	
yes	
9.a. If "yes," what was the date of this approval?	
2006-08-09	
10. Did the Project Manager review this Exhibit?	
yes	
11. Project Manager Name:	
Young, Carol	
Project Manager Phone:	
704/566-5357	
Project Manager Email:	
carol.c.young@irs.gov	
12. Has the agency developed and/or promoted cost effective, energy-efficient and environmentally sustainable techniques or practices for this project.	
no	
12.a. Will this investment include electronic assets (including computers)?	

yes	
12.b. Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only)	
no	
13. Does this investment support one of the PMA initiatives?	
yes	
If yes, select the initiatives that apply:	
Financial Performance	
13.a. Briefly describe how this asset directly supports the identified initiative(s)?	
<p>TRAS performs computations and audits of relocation, travel authorizations and vouchers, integrates with the accounting system and provides electronic payments eliminating the need for advances. Automating operations, record keeping, and providing online reports of expense data enables better management of funds and eliminates improper payments. Taxes are computed and withheld on Long Term Taxable travel vouchers and applicable per diem identified to the accounting system.</p>	
14. Does this investment support a program assessed using OMB's Program Assessment Rating Tool (PART)?	
no	
15. Is this investment for information technology (See section 53 for definition)?	
yes	
16. What is the level of the IT Project (per CIO Council's PM Guidance)?	
Level 2	
17. What project management qualifications does the Project Manager have? (per CIO Council's PM Guidance)	
(1) Project manager has been validated as qualified for this investment	
18. Is this investment identified as high risk on the Q4 - FY 2006 agency high risk report (per OMB's high risk memo)?	
yes	
19. Is this a financial management system?	
yes	
19.a. If yes, does this investment address a FFMA compliance area?	
yes	
19.a.1. If yes, which compliance area:	
Compliance with Federal financial management system requirements	
19.b. If yes, please identify the system name(s) and system acronym(s) as reported in the most recent financial systems inventory update required by Circular A11 section 52.	
Travel Reimbursement and Accounting System (TRAS)	
20. What is the percentage breakout for the total FY2008 funding request for the following? (This should total 100%)	
Hardware	1
Software	3
Services	57
Other	39
21. If this project produces information dissemination products for the public, are these products published to the Internet in conformance with OMB Memorandum 05-04 and included in your agency inventory, schedules and priorities?	
n/a	
22. Contact information of individual responsible for privacy related questions.	
Name	
John Woodard/Primary SME	
Phone Number	
202/283-4801	
Title	

IT Security Specialist																																		
Email																																		
john.woodard@irs.gov																																		
23. Are the records produced by this investment appropriately scheduled with the National Archives and Records Administration's approval?																																		
yes																																		
SUMMARY OF SPEND																																		
1. Provide the total estimated life-cycle cost for this investment by completing the following table. All amounts represent budget authority in millions, and are rounded to three decimal places. Federal personnel costs should be included only in the row designated Government FTE Cost, and should be excluded from the amounts shown for Planning, Full Acquisition, and Operation/Maintenance. The total estimated annual cost of the investment is the sum of costs for Planning, Full Acquisition, and Operation/Maintenance. For Federal buildings and facilities, life-cycle costs should include long term energy, environmental, decommissioning, and/or restoration costs. The costs associated with the entire life-cycle of the investment should be included in this report.																																		
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(Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)																																		
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Note: For the cross-agency investments, this table should include all funding (both managing partner and partner agencies).																																		
Government FTE Costs should not be included as part of the TOTAL represented.																																		
2. Will this project require the agency to hire additional FTE's?																																		
no																																		
PERFORMANCE																																		
In order to successfully address this area of the exhibit 300, performance goals must be provided for the agency and be linked to the annual performance plan. The investment must discuss the agency's mission and strategic goals, and performance measures must be provided. These goals need to map to the gap in the agency's strategic goals and objectives this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60 percent, increase citizen participation by 300 percent a year to achieve an overall citizen participation rate of 75 percent by FY 2xxx, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module, milestones, or investment, or general goals, such as, significant, better, improved that do not have a quantitative or qualitative measure.																																		
Agencies must use Table 1 below for reporting performance goals and measures for all non-IT investments and for existing IT investments that were initiated prior to FY 2005. The table can be extended to include measures for years beyond FY 2006.																																		
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1	2005	Treasury Strategic Goal: Manage U.S. Government's Finances Effectively. IRS Strategic Goal	Maintain the number of IRS non-relocation travel vouchers filed through TRAS annually.	97 percent of IRS vouchers are filed through TRAS.	CFO office provides monthly statistics on all types of IRS travel vouchers.	97.5 percent of IRS non-relocation travel vouchers were filed through TRAS in FY 2005.																												

		(2005-2009): Modernize the IRS through its people, processes and technology				
2	2005	Treasury Strategic Goal: Manage U.S. Government's Finances Effectively. IRS Strategic Goal (2005-2009): Modernize the IRS through its people, processes and technology	Maintain the current accuracy level of data flowing between TRAS and the accounting system (IFS)	100 percent accuracy of data exchanged.	100 percent accuracy of the 15 TRAS - IFS interfaces. Annually review help desk calls to quantify interface related problems.	100 percent accuracy
3	2006	Treasury Strategic Goal: See FY '05	Maintain the number of IRS non- relocation travel vouchers filed through TRAS annually.	97.4 percent of IRS vouchers are filed through TRAS.	CFO office provides monthly statistics on all types of IRS travel vouchers.	97.6 percent of IRS non- relocation voucher were filed thru TRAS in FY 2006
4	2006	Treasury Strategic Goal: See FY '05	Maintain the current accuracy level of data flowing between TRAS and the accounting system (IFS)	100 percent accuracy of data exchanged.	100 percent accuracy of the 15 TRAS - IFS interfaces. Annually review help desk calls to quantify interface related problems.	100 percent accuracy
5	2007	Treasury Strategic Goal: See FY '05	Establish a 100 percent accuracy level for data flowing between the eTravel system and all related IRS systems (accounting, HR, etc).	0 percent of IRS data currently flows to eTravel.	100 percent accuracy of the government-wide ETravel system to IRS system interfaces. Monthly review help desk calls to quantify interface related problems	-
6	2007	Treasury Strategic Goal: See FY '05	Maintain the current accuracy level of data flowing between TRAS and the accounting system during the migration from TRAS to the government-wide ETravel System.	100 percent accuracy of data exchanged.	100 percent accuracy of the 15 TRAS to IFS interfaces. Monthly review help desk calls to quantify interface related problems.	-
7	2007	Treasury Strategic Goal: See FY '05	Maintain the number of IRS non- relocation travel vouchers filed through TRAS annually.	97 percent of IRS vouchers are filed through TRAS.	CFO office provides monthly statistics on all types of IRS travel vouchers.	-

All new IT investments initiated for FY 2005 and beyond must use Table 2 and are required to use the FEA Performance Reference Model (PRM). Please use Table 2 and the PRM to identify the performance information pertaining to this major IT investment. Map all Measurement Indicators to the corresponding "Measurement Area" and "Measurement Grouping" identified in the PRM. There should be at least one Measurement Indicator for at least four different Measurement Areas (for each fiscal year). The PRM is available at www.egov.gov.

Table 2

Fiscal Year	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Planned Improvement to the Baseline	Actual Results		
EA								
<p><i>In order to successfully address this area of the business case and capital asset plan you must ensure the investment is included in the agency's EA and Capital Planning and Investment Control (CPIC) process, and is mapped to and supports the FEA. You must also ensure the business case demonstrates the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA.</i></p>								
1. Is this investment included in your agency's target enterprise architecture?								
yes								
2. Is this investment included in the agency's EA Transition Strategy?								
yes								
2.a. If yes, provide the investment name as identified in the Transition Strategy provided in the agency's most recent annual EA Assessment.								
Travel Reimbursement and Accounting System (TRAS)								
3. Identify the service components funded by this major IT investment (e.g., knowledge management, content management, customer relationship management, etc.). Provide this information in the format of the following table. For detailed guidance regarding components, please refer to http://www.whitehouse.gov/omb/egov/ .								
<p><i>Component: Use existing SRM Components or identify as NEW. A NEW component is one not already identified as a service component in the FEA SRM.</i></p> <p><i>Reused Name and UPI: A reused component is one being funded by another investment, but being used by this investment. Rather than answer yes or no, identify the reused service component funded by the other investment and identify the other investment using the Unique Project Identifier (UPI) code from the OMB Ex 300 or Ex 53 submission.</i></p> <p><i>Internal or External Reuse?: Internal reuse is within an agency. For example, one agency within a department is reusing a service component provided by another agency within the same department. External reuse is one agency within a department reusing a service component provided by another agency in another department. A good example of this is an E-Gov initiative service being reused by multiple organizations across the federal government.</i></p> <p><i>Funding Percentage: Please provide the percentage of the BY requested funding amount used for each service component listed in the table. If external, provide the funding level transferred to another agency to pay for the service.</i></p>								
	Agency Component Name	Agency Component Description	Service Type	Component	Reused Component Name	Reused UPI	Internal or External Reuse?	Funding %
1	Expense Management	TRAS provides managers with reports that enable them to track expenditures against their travel budgets.	Financial Management	Expense Management			No Reuse	20
2	Payment/Settlement	TRAS provides the IRS accounting system with machine-readable travel advance	Financial Management	Payment / Settlement			No Reuse	15

3	Auditing	TRAS enables auditors to select random samples of vouchers for post-filing audits.	Financial Management	Auditing			No Reuse	5
4	Internal Controls	TRAS applies Federal and IRS travel regulations, as well as mileage and per diem rates, during document input. TRAS withholds taxes on Long Term Taxable Travel, and taxable per diem for certain trips lasting less than 24 hours is identified to the IFS accounting system.	Financial Management	Internal Controls			No Reuse	60

4. To demonstrate how this major IT investment aligns with the FEA Technical Reference Model (TRM), please list the Service Areas, Categories, Standards, and Service Specifications supporting this IT investment.

FEA SRM Component: Service Components identified in the previous question should be entered in this column. Please enter multiple rows for FEA SRM Components supported by multiple TRM Service Specifications.

Service Specification: In the Service Specification field, Agencies should provide information on the specified technical standard or vendor product mapped to the FEA TRM Service Standard, including model or version numbers, as appropriate.

	SRM Component	Service Area	Service Category	Service Standard	Service Specification (i.e., vendor and product name)
1	Auditing	Component Framework	Business Logic	Platform Independent	IRS coded
2	Expense Management	Component Framework	Business Logic	Platform Independent	IRS coded
3	Auditing	Component Framework	Data Management	Database Connectivity	Oracle JDBC
4	Expense Management	Component Framework	Data Management	Database Connectivity	Oracle JDBC
5	Internal Controls	Component Framework	Data Management	Database Connectivity	Oracle JDBC
6	Auditing	Component Framework	Presentation / Interface	Content Rendering	IRS coded
7	Expense Management	Component Framework	Presentation / Interface	Content Rendering	IRS coded
8	Auditing	Component Framework	Presentation / Interface	Dynamic Server-Side Display	IRS coded
9	Expense Management	Component Framework	Presentation / Interface	Dynamic Server-Side Display	IRS coded
10	Auditing	Component Framework	Presentation / Interface	Static Display	IRS coded
11	Expense Management	Component Framework	Presentation / Interface	Static Display	IRS coded

12	Auditing	Service Access and Delivery	Access Channels	Web Browser	Microsoft Internet Explorer
13	Expense Management	Service Access and Delivery	Access Channels	Web Browser	Microsoft Internet Explorer
14	Auditing	Service Access and Delivery	Service Requirements	Legislative / Compliance	IRS coded
15	Payment / Settlement	Service Interface and Integration	Interoperability	Data Format / Classification	IRS coded
16	Auditing	Service Platform and Infrastructure	Database / Storage	Database	Oracle Database Management System
17	Internal Controls	Service Platform and Infrastructure	Database / Storage	Database	Oracle Database Management System
18	Expense Management	Service Platform and Infrastructure	Database / Storage	Database	Oracle Database Management System

5. Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc)?

no

6. Does this investment provide the public with access to a government automated information system?

no

PART TWO

RISK

You should perform a risk assessment during the early planning and initial concept phase of the investment's life-cycle, develop a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investment's life-cycle.

Answer the following questions to describe how you are managing investment risks.

1. Does the investment have a Risk Management Plan?

yes

1.a. If yes, what is the date of the plan?

2006-09-30

1.b. Has the Risk Management Plan been significantly changed since last year's submission to OMB?

no

3. Briefly describe how investment risks are reflected in the life cycle cost estimate and investment schedule: (O&M investments do NOT need to answer.)

DME system changes are issued by the customer through the Requests for Information Services (RIS) process. Through the negotiation process, the project team analyzes the work and implementation schedule requested in the RIS against the current steady state and DME workload in order to respond to the customer request. User approval is required in negotiating the terms of the RIS, minimizing risk while allowing TRAS to deliver RIS requests within budget and schedule.

COST & SCHEDULE

Does the earned value management system meet the criteria in ANSI/EIA Standard 748?

no

What costs are included in the reported Cost/Schedule Performance information?

Contractor and Government

2.e. As of date:

2006-09-30

7.b. If yes, explain the variance.

The cost variance of -3.86 percent for TRAS is attributable to the IRS contractor to employee hiring initiative. The project performed effectively and maintained its cost at the planned level, therefore reflecting under spending. TRAS has been reclassified from a steady-state to a mixed life cycle project July 12, 2006 under the bureau's direction. EVM is planned on a level of effort (LOE) basis. BCWP is earned with passage of time and is equal to BCWS. ACWP are based on actuals. A

Baseline Change Request has been submitted during this reporting cycle. Budget allocations did not change only the existing costs were realigned. Costs incurred during the 2nd and 3rd quarters supports the reduction of the reflected variance.

7.c. If yes, what corrective actions are being taken?

N/A - Mixed Life Cycle began FY07 - No EVM for FY06

8. Have any significant changes been made to the baseline during the past fiscal year?

no